



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

**MINUTES OF THE SPECIAL MEETING
OF THE INTERNAL OPERATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
THURSDAY, February 28, 2019
STANDING INTERNAL OPERATIONS COMMITTEE SPECIAL MEETING 4:00 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Internal Operations Committee Members

*Chair Robert Leete
Vice-Chair Kevin Graves*

- A. ROLL CALL**
1. Call business meeting to order 4:00 p.m. – By Chair Graves.
 2. Roll Call – All Present.
- B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**
- None.
- C. DRAFT MINUTES TO BE APPROVED**
1. November 8, 2018 Internal Operations Committee DRAFT meeting minutes – Approved.
- D. DISCUSSION ITEMS**
1. Discussion Regarding Chair and Vice-Chair.
The decision of Chair and Vice-Chair for the year 2019 will be Chair Robert Leete and Vice-Chair Kevin Graves.
 2. Discussion Regarding the Message Board Policy.
General Manager Davies – Provided a background and details regarding the Message Board Policy; land use permit, building permits, installation, and types of messages. The policy was also reviewed by the Communications Committee. There was discussion regarding the different sections of the policy; purpose, the number of days for messages (case by case basis), length of messages, appeal fee, and mobile sign board advertising fee. The consensus of the Internal Operations Committee is to recommend to the Board approval of the Message Board Policy.
- E. FUTURE DISCUSSION/AGENDA ITEMS**
- None.
- F. ADJOURNMENT**
1. The meeting adjourned at 4:10 p.m. to the next Standing Internal Operations Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 03-01-19
<http://www.todb.ca.gov/agendas-minutes>